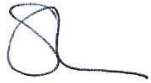


# ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held in **The Memorial Hall, Addingham** on **Wednesday 15<sup>th</sup> December 2021** at **7:00pm**, for the purpose of transacting the business set out on the Agenda below.

Members of the press and public are invited to attend and may address the Council at the invitation of the Chairman during the public adjournment.



**Sallie Lloyd**  
**Clerk to Addingham Parish Council**  
**9<sup>th</sup> December 2021**

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## AGENDA

**FACE COVERINGS ARE TO BE WORN AT ALL TIMES UNLESS EXEMPT**

### 1) Apologies for Absence

To receive apologies and approve reasons for absence as notified by Members.

### 2) Disclosures of Interest

To receive any declarations of interests (not already entered in the Members' Register of Interests), to record any disclosures of interests (previously registered or not), including the nature of any such interests, which may be relevant to matters to be considered at the meeting, and to consider any written requests for dispensation as appropriate.

*Note: A listing of members' interests relevant to the business of the meeting, if any, will be reported at the outset of the meeting and will be recorded in the Minutes. Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with interests defined in Appendix A of the Code (financial interests) must withdraw from the meeting during discussion of the item(s) in which they have an interest unless a dispensation has been granted. Forms to apply for a dispensation, if necessary, will be available from the Clerk. Members without a dispensation may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.*

### 3) Public Consultation and Question Time, including Police Matters

- 1) To receive an update on police matters
- 2) To receive questions/comments from the public on:
  - any matter which is listed for discussion on the Agenda, and
  - any other matter of public interest which is within the responsibilities of the Parish Council, and
  - any suggestions from *Councillors* for items for inclusion on the Agenda of the next Parish Council meeting

### 4) Minutes

*(Copy of draft minutes, together with the Clerk's report on any Matters Arising, circulated to Members and available on Council website)*

To confirm the Minutes of the Meeting held on 17<sup>th</sup> November 2021 as a true and correct record, and to receive, for information, the Clerk's report on any matters arising.

### 5) Consultations, Correspondence and Discussion Forum

*(Any correspondence received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow, and may be considered at the meeting)*

To note, for information, the report of the Chairman and Clerk on any matters for discussion, including any matters arising from correspondence received, and to notify the Clerk of matters for inclusion on the agenda for the next meeting and consider the following matters for decision as necessary:

- Constituency wide Traffic Regulation Order (TRO), in particular the Scheme proposed for Main Street, Addingham.

### 6) Financial Matters

#### 1) Invoices for payment

*(Copy of payments schedule to follow for Members and available on the Council website)*

To approve the presented list of accounts paid and the month's invoices due for payment, to sign cheques as required.

#### 2) Bank Reconciliation to end 10<sup>th</sup> December 2021. (Copy of bank reconciliation circulated to Members)

To receive the Bank Reconciliation to 10<sup>th</sup> December 2021

#### 3) Expenditure Proposals

- To receive a proposal from Councillor on behalf of the Cricket Club for financial support for the purchase and installation of a defibrillator at the club.
- To consider a proposal and quotation from a preferred contractor for the installation of the defibrillator at the Heifer.

- To consider a proposal for the installation costs of a defibrillator at Addingham Primary School
- To receive a request from the Library to share equally the expenses from the Afternoon Tea Party in November. That £389.50 is committed for this purpose.
- To consider and approve a donation in lieu of payment to Skipton Brass Band for their services on 27<sup>th</sup> November 2021.
- To consider a proposal for the purchase of a grit spreader, suitable for use in pedestrian areas of the village. To authorise the Clerk to place an order for a suitable model and approve a £400 budget for this purpose.

## **7) Finance Committee – Report including recommendations for Budget and Precept 2022/23**

**(Copy of draft minutes and papers circulated to Members)** To receive the draft minutes of the Finance Committee meeting held on 8<sup>th</sup> December 2021, consider recommendations as regards the setting of the Budget and Precept 2022/23 and consider the following matters for decision as necessary:

- Approval of the final draft of the 3 year Action Plan and Capital Investment Programme
- Approval the Insurance arrangements for 2022
- Approval of the list of regular payments for 2022 *\*excluding salaries and contractors*
- Approval of the purchase of Accounting Software package SCRIBE for implementation from 1<sup>st</sup> April 2022.
- Approval of the Precept demand to be sent to the billing authority.
- Approval of the budget for 2022/23

## **8) Planning Applications**

To consider the following planning applications and decide any responses, as appropriate:

(Papers available on the BMDC Planning Applications database at

[www.bradford.gov.uk/bmdc/the\\_environment/planning\\_service](http://www.bradford.gov.uk/bmdc/the_environment/planning_service))

*Note: Any additional applications received after publication of the agenda but at least 3 clear days before the meeting will sent out to follow and will be considered at the meeting.*

21/05607/HOU	89-91 Main Street	Various works to doors and windows
21/05728/LBC & 21/05760/HOU	Oak Tree Barn	Conversion of Garage into habitable space
21/05590/FUL	Frank House, Cocking Lane	Siting of 3 shepherd huts for tourist use
21/05817/PN3MA	93 Main Street	Change of use; offices into residential

## **9) Village Events and Celebrations**

To receive feedback on the Remembrance and Lights Switch-on events, consider recommendations for expenditure on services and supplies for future events, including members' high visibility jackets, and replacing the communication system, and decide any other action as necessary.

## **10) Dates and venue/arrangements for next Ordinary Council Meeting To be confirmed:**

To confirm the date, time, and venue of the next ordinary meeting of Addingham Parish Council – 19<sup>th</sup> January 2022 at 7pm, Addingham Memorial Hall.

## **11) Exclusion of Press and Public**

Pursuant to Public Bodies (Admission to Meetings) Act 1960, to consider the exclusion of the press and public from the meeting for the duration of items 12-14 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

ENSURING THAT NO REPORTING TAKES PLACE DURING PRIVATE SESSION *If the proceedings of the Council are being recorded or filmed, the Chairman will ensure that any such reporting is stopped for the duration of the following item. Where appropriate, checks will be made to ensure that any recording or filming equipment is switched off and, where possible, removed from the meeting room.*

## **12) Contracts of Employment**

- To approve the implementation of the NALC holiday entitlement backdated to 1 April 2020.
- To receive the recommendations from the Finance Committee, held in November 2021, in respect of the schedule of salaries and contractor costs for 2022/23.

## **13) Yorkshire Local Councils Association Advice**

To receive the response from the YLCA in respect of advice requested regarding a recent Information Commissioner's Office directive.

## **14) Correspondence**

To consider the findings of an internal review of correspondence from a village resident and to decide on any action as necessary.

